

Personnel 16

Chief, Support Operations Staff, DD/S
7 D - 02, Headquarters



OCT 14 1969

STAT

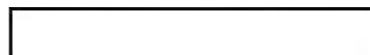
Director of Security
4 E 60, Hqrs.


Forwarded for your information and
appropriate action are:

(a) Copy of letter to the
Honorable Richard M. Helms,
Director of CIA, from Mr. George
C. Guenther, Chairman, Federal
Safety Council, dated 7 October
1969, which is self-explanatory;
and

(b) One (1) copy of the Digest
of Safety and Health Standards.

STAT



SOS-DD/S:MDM:bkf  (17 Oct 69) STAT
Distribution:

Orig RS - Adse w/atts as stated
(1) DD/S Subject w/att (a)

Chief, Support Operations Staff, DD/S
7 D 02, Headquarters



OCT 1 1969

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Director of Medical Services
1 D 4067, Hqrs.

Forwarded for your information
and appropriate action are:

(a) Copy of letter to the
Honorable Richard M. Helms,
Director of CIA, from Mr. George
C. Guenther, Chairman, Federal
Safety Council, dated 7 October
1969, which is self-explanatory;
and

(b) One (1) copy of the Digest
of Safety and Health Standards.

STAT



SOS-DD/S:MSM:bkf [redacted] 17 Oct 1969
Distribution:

Orig RS - Adse w/atts as stated
1 - DD/S Subject w/att (a)

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM

<input type="checkbox"/> UNCLASSIFIED	<input type="checkbox"/> CONFIDENTIAL	<input type="checkbox"/> SECRET
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OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	Deputy Director for Support		
2			
3			
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5			
6			

<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> PREPARE REPLY
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> DISPATCH	<input type="checkbox"/> RECOMMENDATION
<input type="checkbox"/> COMMENT	<input type="checkbox"/> FILE	<input type="checkbox"/> RETURN
<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE

Remarks:

For information and appropriate
action. The DDCI received a courtesy
copy of the attached which he has noted.
(attached)

2 cys

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.	DATE
EA/Executive Director: <i>[Signature]</i>	7D59 10 Oct.69



U.S. DEPARTMENT OF LABOR
FEDERAL SAFETY COUNCIL
BUREAU OF LABOR STANDARDS
WASHINGTON, D.C. 20210

Executive Registry

69-4997

69-4647

OCT 7 1969

Honorable Richard M. Helms
Director
Central Intelligence Agency
Washington, D. C. 20505

Dear Mr. Helms:

In the Federal Register of October 15, 1968, the Secretary of Labor recommended that each agency adopt and comply with applicable standards, codes, and specifications developed by Federal agencies and nationally recognized organizations.

To assist agencies in conforming to the Secretary's recommendation, a Digest of Safety and Health Standards, copy enclosed, was developed by the Federal Safety Council. The Digest lists abstracts of consensus standards pertinent to government operations. Copies have been sent to your Assistant for Administration and to your representatives on the Federal Safety Council. The Council will publish additional abstracts in future supplements.

We hope this information will serve as a useful tool in your accident prevention program.

Sincerely,

A handwritten signature in cursive script, reading 'G. C. Guenther'.

George C. Guenther
Chairman

Enclosures

FEDERAL REGISTER

VOLUME 33 • NUMBER 201

Tuesday, October 15, 1968

Title 29—LABOR

Chapter XIII—Bureau of Labor Standards, Department of Labor

PART 1510—SAFETY AND HEALTH PROVISIONS FOR FEDERAL AGENCIES

Under authority in section 33 of the Federal Employees' Compensation Act, as amended (5 U.S.C. 7902 (b)-(e)), 29 CFR Chapter XIII is amended by adding a new Part 1510 entitled "Safety and Health Provisions for Federal Agencies," to read as set out below.

The provisions of section 4 of the Administrative Procedure Act (5 U.S.C. 553) do not apply to these regulations, because they relate to agency management or personnel procedures exclusively. No good purpose would appear to be served by the public comment and delay there provided. Accordingly, these regulations are effective upon signature.

The new Part 1510 reads as follows:

- Sec.
1510.1 Purpose and scope.
1510.2 Reporting employee injuries and accidents.
1510.3 Safety and health standards.

AUTHORITY: The provisions of this Part 1510 issued under sec. 33(c), 39 Stat. 749, as amended, 5 U.S.C. 7902 (b)-(e).

§ 1510.1 Purpose and scope.

(a) Section 33 of the Federal Employees' Compensation Act, as amended (5 U.S.C. 7902(d)) requires that "The head of each agency shall develop and support organized safety promotion to reduce accidents and injuries among employees of his agency, encourage safe practices, and eliminate work hazards and health risks." The Federal Employees' Compensation Act (hereinafter referred to as the Act) also requires each agency to keep a record of injuries and accidents to its employees, and that each agency shall "make such statistical or other reports on such forms as the Secretary of Labor may prescribe by regulation." (5 U.S.C. 7902(e)) "Agency" is defined in the Act to mean "an agency in any branch of the Government of the United States, including an instrumentality wholly owned by the United States, and the government of the District of Columbia." This definition shall also serve to define the word "agency" wherever used in this part. (5 U.S.C. 7902 (a) (2)) The Act authorizes the Secretary of Labor to carry out a safety program covering the employment of each employee of every agency. The President, under the authority of the Act, has established by Executive Order No. 10990, the Federal Safety Council, which is composed of representatives of Government agencies, to serve as an advisory body to the Secretary of Labor in furtherance of the safety program to be carried out by the Secretary. (5 U.S.C. 7902(c) (1)) The Secretary has, after study and consultation with the Federal Safety Council de-

termined that there is a need for a uniform method of recording and reporting by each agency of all injuries and accidents to its civilian employees. On the basis of these reports a valid appraisal and evaluation can be made of the adequacy and effectiveness of the Federal safety effort.

(b) The Secretary of Labor has, after study of the accidents and injuries in the agencies on the basis of the information presently available to him, and after assessment of agency safety programs, and after consultation with the Federal Safety Council, determined that safety and health standards should be recommended for adoption by each agency head in developing and supporting the "organized safety promotion" within his agency in order to reduce the risk of accidents and injuries in employments to which the Act applies. The purpose of this part is to require of each agency a uniform method of recording and reporting civilian employee injuries and accidents and to advise the head of each agency concerning the safety and health standards which the Secretary of Labor recommends for his agency.

§ 1510.2 Reporting employee injuries and accidents.

(a) **Recording.** As a basis for the reports required by paragraph (b) of this section each agency shall use the USA Standard Z16.1-1967 American Standard Method of Recording and Measuring Work Injury Experience for the purpose of recording civilian employee injury experience. All sections of Z16.1 are to be applied except those pertaining to severity and severity rates, and to non-standard measures, which may be used optionally.

(b) **Reporting.** Each agency employing 100 or more civilian employees shall submit, in letter form, a quarterly summarization of civilian employee injuries and the number of hours worked by all of its civilian employees to the Secretary of Labor, Washington, D.C., Attention: Federal Safety Council. The letter report shall be submitted within 45 days following the end of each calendar quarter (no later than February 15, May 15, August 15, and November 15), and shall contain the following minimum information: (1) The number of disabling injuries, including fatalities; (2) the number of fatalities; and (3) the number of employees and number of hours worked in the reporting period by all of its civilian employees. Any agency so desiring may include in the letter report any other information deemed to be of interest for government-wide accident prevention purposes.

(c) **Other reports.** The recording and reporting of civilian employee injuries and accidents required in paragraphs (a) and (b) of this section does not supersede or change existing requirements for reporting accidents for other purposes, such as in-house agency re-

ports and those required for claims and injury compensation.

§ 1510.3 Safety and health standards.

The Secretary of Labor recommends that the head of each agency adopt and ensure compliance with the applicable standards, specifications, and codes developed and published by the U.S. Department of Labor, the National Bureau of Standards, the U.S. Public Health Service, the U.S. Civil Service Commission, the U.S. Department of Transportation, other agencies of the Government of the United States, and those of nationally recognized professional organizations.

(a) The nationally recognized professional organizations referred to in this section include:

- (1) United States of America Standards Institute (American Standards Association).
- (2) The National Fire Protection Association.
- (3) The American Society of Mechanical Engineers.
- (4) The American Society for Testing and Materials.

(b) Information as to the latest standards, specifications, and codes, applicable to a particular situation and the references in § 1510.2 is available at the Office of the Director, Bureau of Labor Standards, U.S. Department of Labor, 400 First Street NW., Washington, D.C. 20210, or at any of the Regional Offices of the Bureau of Labor Standards as follows:

- (1) North Atlantic Region, 341 Ninth Avenue, Room 920, New York, N.Y. 10001 (Connecticut, Maine, Massachusetts, New Hampshire, New York, Rhode Island, Vermont, New Jersey, and Puerto Rico).
- (2) Middle Atlantic Region, 1110-B Federal Building Charles Center, 31 Hopkins Plaza, Baltimore, Md. 21201 (Delaware, District of Columbia, Maryland, North Carolina, Pennsylvania, Virginia, and West Virginia).
- (3) South Atlantic Region, 1371 Peachtree Street NE., Suite 723, Atlanta, Ga. 30309 (Alabama, Florida, Georgia, Mississippi, South Carolina, and Tennessee).
- (4) Great Lakes Region, 848 Federal Office Building, 219 South Dearborn Street, Chicago, Ill. 60604 (Illinois, Indiana, Kentucky, Michigan, Minnesota, Ohio, and Wisconsin).
- (5) Mid-Western Region, 1906 Federal Office Building, 911 Walnut Street, Kansas City, Mo. 64106 (Colorado, Idaho, Iowa, Kansas, Missouri, Montana, Nebraska, North Dakota, South Dakota, Utah, and Wyoming).
- (6) Western Gulf Region, 411 North Akard Street, Room 601, Dallas, Tex. 75201 (Arkansas, Louisiana, New Mexico, Oklahoma, and Texas).
- (7) Pacific Region, 10353 Federal Building, 450 Golden Gate Avenue, Box 36017, San Francisco, Calif. 94102 (Alaska, Arizona, California, Hawaii, Nevada, Oregon, Washington, and Guam).

Signed at Washington, D.C., this 9th day of October 1968.

WILLARD WIRTZ,
Secretary of Labor.

[F.R. Doc. 68-12508; Filed, Oct. 14, 1968;